

XII. Department of Administration --Mark Wahl, Administrator, Division of Technology Management

The department requested increased expenditure authority of \$680,500 PR and the transfer of 3.0 FTE under the s. 16.515/505 14-day review process in the justice information systems appropriation [s. 20.505.(1)(ja)] in order to (1) complete the initial DA Net pilot planned for FY97 and (2) address integrated justice information system (IJIS) initiatives envisioned in 1995 Wisconsin Act 27. Due to an objection from a committee member, this request is now before the committee under s. 13.10.

Staff Recommendation:

DA Network:

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# CORRESPONDENCE MEMORANDUM

STATE OF WISCONSIN  
Department of Administration

**Date:** November 15, 1996

**To:** James R. Klauser, Secretary  
Department of Administration

**From:** Lisa Kelly *Lisa Kelly*  
Policy and Budget Analyst

**Subject:** Request Under s.16.505/515 From Department of Administration For the Bureau of Justice Information Systems

## REQUEST:

The Department of Administration (DOA) requests an increase in expenditure authority of \$680,500 PR in FY97 for s.20.505(1)(ja), justice information systems, to complete the initial DA Net pilot planned for FY97 and to address integrated justice information system (IJIS) initiatives. In addition, DOA requests the transfer of three vacant positions funded from s.20.505(5)(ka), facility operations and maintenance, to s.20.505(1)(ja), justice information systems.

## REVENUE SOURCES FOR APPROPRIATION:

The source of revenue deposited in the program revenue annual appropriation under s.20.505(1)(ja), justice information systems, is generated from a \$5 "justice information system" fee (of which \$1 is deposited into the general fund) imposed on all forfeiture judgments and most civil court filings. Eighty percent of the moneys collected by the courts for justice information systems is deposited into this appropriation, while the remaining twenty percent of the revenue is deposited into the general fund as GPR-earned.

## BACKGROUND:

The Bureau of Justice Information Systems (BJIS) was created in 1995 Wisconsin Act 27 (1995-97 biennial budget) as a bureau within the Division of Technology Management (DTM). BJIS was given the responsibility to work in conjunction with the public defender board, the director of state courts, the departments of corrections and justice and district attorneys so that it may maintain, promote, and coordinate automated justice information systems. A program revenue funding source was established to enable the new Bureau to work toward a centrally managed statewide electronic network that would link state agencies involved in the criminal justice system and would enable district attorneys, state public defenders, the Department of Justice and the Department of Corrections to communicate with one another as well as access the courts automated system (CCAP)

BJIS currently has 7.0 FTE PR positions and expenditure authority of \$948,350 PR in FY97 to fund the salary, fringe benefits and supplies and services associated with these positions and, granted under a 16.505/515 request in July 1996, the initial phase of the DAs computer network project (DA Net). The DA net plan is to install 71 computers (one per DA office) with state standard IT infrastructure and software, enable DA offices to share and receive information electronically, provide research tools (LEXIS and WisLaw) and to link district attorney offices to law enforcement systems (i.e. DOJ's TIME). In addition, the 16.505/515

request in July included authorization for 2.5 FTE, with the DA Net manager position beginning in January, and funds for public defender IT strategic planning.

**REVENUE PROJECTIONS:**

As of November 15, 1996, there were \$759,796 in revenues credited to the justice information system appropriation under s.20.505(1)(ja). Based on a review of monthly revenue collections, DOA estimates that the total revenues to be credited to this appropriation in FY97 will be \$2,200,000 which will be sufficient to cover the anticipated expenditures identified in the request as shown by the following summary of current financial condition of appropriation s.20.505(1)(ja):

|                                        |                    |
|----------------------------------------|--------------------|
| Opening Cash Balance for FY97:         | \$1,651,400        |
| Projected Revenues for FY97:           | <u>\$2,200,000</u> |
| Total Revenues:                        | \$3,851,400        |
| Currently Authorized PR Funding:       | \$948,350          |
| Proposed 16.505/515:                   | <u>\$680,500</u>   |
| Total Expenditures:                    | \$1,628,850        |
| Projected Balance as of June 30, 1997: | \$2,222,550        |

**ANALYSIS:**

DOA requests an increase in expenditure authority and the transfer of 3.0 FTE positions in FY97 to enable it to complete the initial installation of DA Net, which will provide state standard hardware and software for 71 PCs in DA offices throughout the state. This request is consistent with the objective of the DA Net project to provide basic technology infrastructure and computer automation functions that are compatible with the state IT infrastructure standards and to provide tools to DAs including word processing, spreadsheets, electronic mail, on-line legal research tools (LEXIS) and links to DOJ's TIME system.

The request also includes funds for two IJIS related projects. The first project is to conduct a formal survey and inventory of justice system computer systems in Wisconsin. The second project is to conduct a case management needs assessment and to facilitate DA and public defender group decisions on case management system functions. This request is consistent with BJIS's objective to coordinate automated justice information system and will allow the bureau to progress toward an integrated justice information system.

**RECOMMENDATION:**

Approve the request for an increase in expenditure authority of \$680,500 in FY97 and the transfer of 3.0 FTE positions in order to provide resources to complete the initial network for DA Net and to initiate IJIS related projects.

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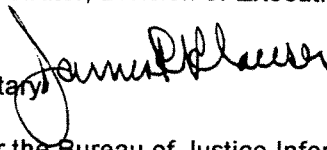
**CORRESPONDENCE/MEMORANDUM**

STATE OF WISCONSIN

Department of Administration

**Date:** September 19, 1996

**To:** Richard Chandler, Administrator, Division of Executive Budget and Finance

**From:** James R. Klauser, Secretary 

**Subject:** S.16.505/515 Request for the Bureau of Justice Information Systems

**Request:** The Department of Administration (DOA) requests \$680,500 PR and transfer of 3.0 FTE in FY97 for 20.505 (1) (ja), Justice Information Systems. Funds and positions are requested to: (1) complete the initial DA Net pilot planned for FY97; and (2) address integrated justice information system (IJIS) initiatives envisioned in 1995 Wisconsin Act 27.

**Background:**

The 1995-97 Biennial Budget (1995 Act 27), through s.16.971(9), Stats., authorized DOA's Division of Technology Management (DTM) to maintain, promote and coordinate automated justice information systems. DTM is performing these functions through the newly-created Bureau of Justice Information Systems (BJIS).

**Vision for Wisconsin's Justice System**

The Governor and the Legislature, in 1995 Act 27, jointly set forth a vision for an integrated justice information system (IJIS) for the State of Wisconsin. This vision reflects a common desire to invest wisely in technology that will assist those most directly involved in the fight against crime -- law enforcement, prosecution, judicial decision making and corrections. The goals of the IJIS initiatives are several:

- to make the technology tools available to most state employees also available to officials who have some of the most difficult public safety jobs--district attorneys;
- to reduce duplication of information collection and data entry across justice agencies;
- to make information about criminals and legal cases more quickly and easily available electronically to justice agency personnel;
- to improve efficiency within the justice system so that new and existing workloads can be handled within resource limits.

The basic thrust of the vision is that a technology investment in the justice system, similar to the investment the state makes in technology to support other programs, is essential to an effective justice system for the 21st century.

**Wisconsin's Justice Information Systems Today**

Wisconsin, like most states, has numerous separate computer systems in a variety of state agencies--including justice system agencies. These systems are characterized by different and frequently incompatible separate systems collecting either similar or slightly different information, usually about a common event. While this situation is not unusual, many states and localities recognize the benefits of setting standards, automating daily processes, linking systems across agencies and using technology more effectively to both share information and make work more efficient.

Examples of Wisconsin's existing justice computer systems include:

- CCAP-the Circuit Court Automation Project, managed by the Director of State Courts Office, which has automated judicial and clerk of court activities in trial courts in 68 counties.
- CCH-the Department of Justice's Computerized Criminal History system, operated by the Criminal Information Bureau (CIB), which contains arrest and disposition information on individuals arrested in Wisconsin. CCH is currently being updated via a federally funded project, the Criminal Record History Improvement Project.
- DOC-the Department of Corrections maintains several databases related to admissions to and releases from prisons, probation and parole. They are currently developing a system to allow victims and witnesses to obtain information on release dates and locations electronically.

These computer systems contain information that other justice agencies need and, in many cases, now access manually and re-enter into their own systems. Today, electronic sharing of critical information is impossible but is a top priority for affected agencies.

In addition, many of these agencies still perform their work manually--i.e., clerical staff type documents dictated by attorneys or others--rather than using computers to improve office efficiency. Compared to private sector and many public sector offices, justice agencies are often well behind in the daily use of technology to support business activities. CCAP is an exception and is a model system which not only provides important management data and case statistics but has automated daily tasks and improved the office efficiency of busy clerks of court and judges.

#### Gaps in Existing Systems

The most glaring inadequacy in justice system automation is the lack of a statewide computer system and automated tools for district attorneys. Prosecutors, like judges, are critical to the operation of the justice system. Prosecutors, unlike judges, do not have a statewide computer system or access to other automated tools to both make their daily work more efficient and obtain information promptly.

Providing not only computers but a case management system for district attorneys is necessary for several other current projects. For example, the federally funded Criminal History Record Improvement Project, managed by DOJ, is dependent upon automated DA case disposition information which does not exist because most DA offices are not automated and there is no statewide prosecutor case tracking/management system.

BJIS, working with the Wisconsin District Attorneys Association (WDAA) and its Information Technology Sub-committee (IT Committee), have developed both a strategic five-year IT plan and a DA Net Plan outlining short and long-term efforts to remedy the current situation. In July of 1996, the Legislature authorized partial funding for the DA Net Project but the FY97 plan requires additional resources.

#### Gaps in Planning Information

The justice information systems listed above are stand alone systems using different technologies while collecting often common information. There is no centralized database or even collection of information about computer or information systems within the justice system. There also is no blueprint on how to pull together existing systems to create an integrated justice information system. Each agency does its own IT planning for its own needs. Before Wisconsin can create an integrated justice information system, it is critical to collect and analyze information regarding which agencies have computer systems or databases, the kind of information in them, who uses

the information and how, who wants/needs access to information and the type of technology involved.

### **BJIS Plan**

BJIS plans a two prong approach in FY97 and the next biennium to move Wisconsin toward realizing the vision of an integrated justice information system. First, district attorney automation will be the Bureau's top priority. Without DA automation, many necessary interfaces or links to share critical information will be impossible. Second, the Bureau will place a heavy emphasis on both IJIS planning and interface development for information sharing.

### **District Attorney Automation--(\$303,500 PR)**

The DA Net plan provides for a 71 computer statewide network (one PC per office) to be implemented in DA offices by June 1997. This network includes Intel-based computers with Windows NT software similar to those used by legislators. Software will include word processing, spreadsheet, database and electronic mail capabilities. These initial computers will also be linked to DOJ's TIME system and LEXIS, a legal research tool.

- Preliminary staff funding approved in July of 1996 is insufficient to implement the DA Net Plan successfully. The DA Net Project Manager position, originally approved to start January 1, 1997, is needed now. The DA automation process has been underway for over a year. During this period, three different individuals--one loaned staff person followed by two successive limited term employees (LTEs)--have been dedicated to planning and now managing the roll-out of DA Net. Technical and implementation details are complex and require a single focal point of responsibility. This is not a future requirement; the DA Net Project Manager duties exist now and the permanent position is needed now to ensure successful roll-out.

Additional funds are requested for the following:

- DA Project Manager--(\$17,500 PR) As indicated above, this position has been active on an LTE basis for nearly six months. To preserve continuity, funds to hire the position in October, rather than January 1997, are requested.
- WDAA IT Steering Committee--(\$18,000 PR) The WDAA IT Steering Committee operates as agency management on behalf of the district attorneys statewide with regard to this project. Their involvement in setting priorities, resolving IT policy issues and representing the end users is critical. These funds would allow DA participation similar to judicial participation in the CCAP Steering Committee.
- PC Inventory--(\$24,400 PR) Spare computers are required for inventory purposes in the event of failures in the field. In agencies with established systems, inventory computers are typically available so that, instead of a two week delay to buy a replacement, downtime can be minimized by using computers in stock. Since computers will continue to be installed for the next several years, there will be continual turnover in equipment and increasing need for replacement machines.
- Printers--(\$43,200 PR) The value of computers will be significantly enhanced with the addition of a modestly priced printer in each office. While the network would allow electronic information sharing, without printers the information cannot be printed into reports, briefs or other documents.
- TIME Set Up and Subscription--(\$25,000 PR) All district attorney offices need TIME access. The need for the information is more dependent upon suspicious or criminal conduct than on county population or some other arbitrary factor.

- User Training--(\$144,000 PR) The original DA Net Plan included one day of user training. CCAP, which will provide the training for DAs and ADAs, expressed serious reservations, based on their experience with court officials, about providing one day of training. Based on their concern, funds to permit three days of training per user has been requested.
- CCAP MOU--(\$31,400 PR) In working out the details of CCAP's technical support for DA Net, it was determined that the original cost estimate needed to be adjusted to ensure CCAP cost recovery.

**Total Funds Requested -- \$303,500 PR**

Full funding of the DA Net Pilot in FY97 will position BJIS to move forward quickly during the next biennium to complete the basic computer system installation so that district attorneys can play their role and participate in the integrated justice information system.

**Integrated Justice Information System--(\$377,000 PR)**

Two specific projects and staff required for the Bureau are essential to progress toward an integrated justice information system and requests for both are included in this request:

**Project 1-IJIS Study--(\$100,000 PR)** Funds are requested to conduct a formal survey and inventory of justice system computer systems in Wisconsin. Patterned after the state's highly successful print study, the IJIS study would involve: 1) collecting basic information about the number and types of systems in state and local justice agencies that collect, store and use information about individuals, cases, crimes or other aspects of the justice system; 2) analyzing the data to determine opportunities for reducing duplication of effort and improving information sharing; and 3) prioritizing high value projects to facilitate sharing justice information across agencies. The outcome of this study would become a blueprint for creating an integrated justice information system in Wisconsin.

Hiring a nationally recognized expert with experience in working with integrated justice information systems projects is anticipated to cost in the range of \$100,000 - \$200,000. Therefore, additional spending authority is required to meet this level. Several major consulting firms have units specializing in this area as do professional organizations such as the National Center for State Courts.

**Project 2-Case Management System--(\$83,200 PR)** District attorneys and, to a lesser extent, public defenders require a case *tracking* system to participate in the integrated justice information system. More important from an efficiency standpoint, both organizations need a case *management* system to track cases, improve workflow and make document production more efficient. This project proposes to use funds in FY97 to conduct a needs assessment and begin design of a case management system adaptable to both DA and SPD requirements.

District attorneys, as a group, currently have neither a standard case tracking or case management system. The Waukesha County District Attorneys Office has a very functional, county-developed case tracking system but attorneys still dictate briefs and other documents. The Dane County District Attorneys Office has a good, commercial case management system that allows document generation but may not be robust enough for a statewide system. Both offices are working with CCAP to develop interfaces for their own systems but neither really addresses statewide needs.

The SPD have case tracking systems that require substantial manual intervention to produce monthly management reports. Any case management available to attorneys has been developed locally within each office through the use of word processing macros to merge information across documents. Both systems represent very rudimentary automation compared to programs and software available in the market for legal practice.



A sound case management system will improve efficiency and generate management information, especially information required by other agencies, for both groups. Likewise, this system would facilitate statewide tracking of case information across DA and SPD offices. It will also allow links sought by other justice agencies. The district attorneys, for example, are a critical part of the Criminal Record History Improvement Project (managed by DOJ) and need a statewide case management system from which the Department of Justice, Department of Corrections and others may obtain case disposition information. Development of a DA case management system is a priority project to ensure successful completion of the project.

Funding of \$83,200 PR is requested for a half-time case management consultant to work with DA and SPD groups to conduct a case management needs assessment and facilitate DA and SPD group decisions on case management system functions.

Staff--(\$193,800 PR and transfer of 3.0 FTE) Three positions--two Information Consultants and one Program and Planning Analyst--are needed to support the Bureau's IJIS operations and initiatives. This request is to transfer three vacant positions funded from appropriation s.20.505(5)(ka) to the BJIS appropriation, s.20.505(1)(ja) and to provide funding for those positions from (1)(ja) revenues.

Two of these positions (ITC) are professional level positions with expertise in business systems analysis and design. Most agencies and programs have similar positions with responsibilities for analyzing business processes and ensuring that technology is designed and used effectively to make those processes as efficient as possible and meet business objectives. BJIS intends to use these positions for all of the above functions--justice system business analysis, technology evaluation, strategic IJIS planning and review of justice agency IT plans. These positions also will work to coordinate interface development and problem resolution among justice agencies needing to share information electronically.

Several agencies have requested assistance with developing interfaces. For example, the Department of Corrections would like to interface with CCAP and with the SPD to share information on clients and conditions of probation and parole (i.e., fees required to be paid, restitution). BJIS Information Consultants would coordinate the development of these interfaces and perform such tasks as leading inter-agency teams, coordinating project/interface planning, developing implementation plans and obtaining or coordinating funding needed to actually create the interface.

The Program and Planning Analyst (PPA) position will research, analyze and report on a broad range of BJIS related technical and policy issues (primarily those pertaining to DA and IJIS initiatives). Specifically the PPA would research state and national justice information systems; develop, in conjunction with the Information Consultants, alternative models for an organization structure to support Wisconsin's integration efforts; prepare internal/external memorandum and documentation regarding IJIS, SPD, and DA fiscal and policy status and future initiatives; brief Bureau and Division decision-makers on said initiatives; create and maintain a database of Wisconsin justice agency/law enforcement systems, IT initiatives and technologies (i.e. TIME system, Criminal Record History Improvement Project, CCAP records, DOC/DOT systems); and staff policy and project-specific committees. Additional duties include assisting in contract development and management, basic research and data analysis and general operational support (i.e. procurement, cost estimating and financial analysis) for the Bureau and its projects. The duties which would be handled by the PPA continue to grow rather than diminish. A permanent position is required, especially as DA automation and IJIS activities increase.

#### SPD Conversion

BJIS worked with Stratagem, Inc., from May, 1996 to September, 1996 to prepare a tactical conversion plan to move the State Public Defenders Office (SPD) from its current Macintosh environment to the state standard Intel-based environment. The consultant's analysis indicates that the conversion will cost approximately \$5-6 million. Funds are not currently available to



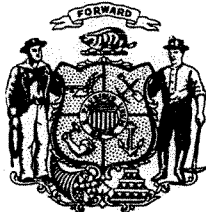
support this initiative. Thus, BJIS plans to assist the SPD in maintaining their existing system while DA automation is completed.

During the past year, BJIS has taken a number of steps on behalf of IT management for the SPD that enhance the SPD IT capability. Examples include hiring a contract programmer to stabilize and make more user friendly the Milwaukee case management system, providing daily supervision of technical staff by an IT professional, initiating documentation and time/problem tracking, identifying agency-wide IT priorities and hiring a SAS programmer to improve critical report production activities. In addition, BJIS hired a consultant and staffed a major project to develop a tactical conversion to the new state infrastructure project.

#### Summary

BJIS requests release of \$680,500 and transfer of 3.0 FTE from s.505(5)(ka) to s.505.(1)(ja) to begin implementation the vision of an integrated justice information system. Funds, as summarized below, are requested to complete the DA Net initial network and initiate an IJIS study in FY97. These funds would be an addition to existing base authority in the appropriation. Current available revenues of \$2.2 million are sufficient to fund this addition to base authority. The Department's biennial budget request for 1997-99 is based on and carries forward the programs in this request.

| Program                                      | Funding Request      |
|----------------------------------------------|----------------------|
| DA Automation                                | \$ 303,500           |
| Integrated Justice Information System (IJIS) | \$ 377,000 (3.0 FTE) |
| Total                                        | \$ 680,500           |



December 10, 1996

The Honorable Brian Burke  
State Senate  
100 N Hamilton, Rm 302  
Madison, WI 53702

The Honorable Ben Brancel  
State Assembly  
119 Martin Luther King, Jr. Blvd  
Suite LL21  
Madison, WI 53707-8952

Dear Senator Burke and Representative Brancel:

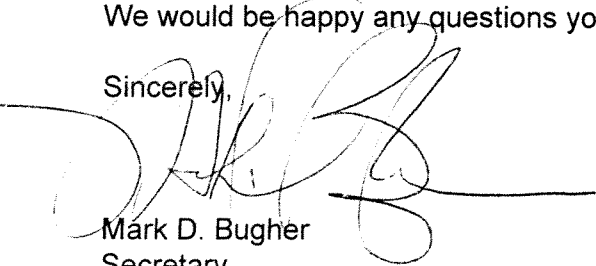
Attached is our report as required under s. 16.50, Wisconsin Statutes, on the number of federally funded positions approved during the July 1 through September 30, 1996 quarter. Also shown are changes in positions approved by the UW-System and by the Legislature during the same period. There were 10.5 federal positions approved in the quarter and 17.0 deleted for a net decrease of 6.50.

Of the new positions created, the Department of Natural Resources received 1.0 position for the SE Coastal project and 1.0 position for the Land and Water Conservation project. The State Historical Society received .50 FTE for the We're Talking History project. The Department of Justice received 2.5 positions through the Children's Justice Act. The Department of Health and Family Services received 3.5 positions for Adoption Search and 1.0 FTE for the Women, Infant and Children's program.

Also attached is our report on the surplus positions created for the same quarter.

We would be happy any questions you may have on these reports.

Sincerely,



Mark D. Bugher  
Secretary

Attachments (2)

REPORT ON POSITIONS AUTHORIZED - JULY 1 - SEPTEMBER 30, 1996

| Agency                                                          | Budgeted Positions<br>as of 7/1/96 | Approved Under s. 16.50 |         | UW Approved |         | JFC or Misc. Leg.* |         | Totals as of<br>9/30/96 |
|-----------------------------------------------------------------|------------------------------------|-------------------------|---------|-------------|---------|--------------------|---------|-------------------------|
|                                                                 |                                    | Adds                    | Deletes | Adds        | Deletes | Adds               | Deletes |                         |
| Administration                                                  | 1,037.13                           |                         |         |             |         |                    |         | 1,038.13                |
| GPR                                                             | 214.02                             |                         |         |             |         |                    |         | 214.02                  |
| PRO/PRS                                                         | 743.80                             |                         |         |             |         | 1.00               |         | 744.80                  |
| Federal                                                         | 70.61                              |                         |         |             |         |                    |         | 70.61                   |
| SEG                                                             | 8.70                               |                         |         |             |         |                    |         | 8.70                    |
| Adolescent Pregnancy Prevention<br>and Pregnancy Services Board |                                    |                         |         |             |         |                    |         |                         |
| GPR                                                             | 1.50                               |                         |         |             |         |                    |         | 1.50                    |
|                                                                 | 1.50                               |                         |         |             |         |                    |         | 1.50                    |
| Aging and Long-Term Care                                        |                                    |                         |         |             |         |                    |         |                         |
| GPR                                                             | 16.90                              |                         |         |             |         |                    |         | 16.90                   |
| PRO/PRS                                                         | 8.45                               |                         |         |             |         |                    |         | 8.45                    |
|                                                                 | 8.45                               |                         |         |             |         |                    |         | 8.45                    |
| Agriculture, Trade & Consumer Protection                        |                                    |                         |         |             |         |                    |         |                         |
| GPR                                                             | 698.52                             |                         |         |             |         |                    |         | 697.52                  |
| PRO/PRS                                                         | 307.11                             |                         |         |             |         |                    |         | 307.11                  |
| Federal                                                         | 253.86                             |                         |         |             |         |                    |         | 253.86                  |
| SEG                                                             | 68.35                              |                         |         |             |         |                    |         | 67.35                   |
|                                                                 | 69.20                              |                         |         |             |         |                    |         | 69.20                   |
| Arts Board                                                      |                                    |                         |         |             |         |                    |         |                         |
| GPR                                                             | 12.00                              |                         |         |             |         |                    |         | 12.00                   |
| PRO/PRS                                                         | 5.00                               |                         |         |             |         |                    |         | 5.00                    |
| Federal                                                         | 1.00                               |                         |         |             |         |                    |         | 1.00                    |
|                                                                 | 6.00                               |                         |         |             |         |                    |         | 6.00                    |
| Child Abuse & Neglect Prevention Board                          |                                    |                         |         |             |         |                    |         |                         |
| PRO/PRS                                                         | 4.00                               |                         |         |             |         |                    |         | 4.00                    |
|                                                                 | 4.00                               |                         |         |             |         |                    |         | 4.00                    |
| Circuit Court                                                   |                                    |                         |         |             |         |                    |         |                         |
| GPR                                                             | 494.00                             |                         |         |             |         |                    |         | 494.00                  |
|                                                                 | 494.00                             |                         |         |             |         |                    |         | 494.00                  |

REPORT ON POSITIONS AUTHORIZED - JULY 1 - SEPTEMBER 30, 1996

| Agency                           | Budgeted Positions<br>as of 7/1/96 | Approved Under s. 16.50 |         | UW Approved |         | JFC or Misc. Leg.* |         | Totals as of<br>9/30/96 |
|----------------------------------|------------------------------------|-------------------------|---------|-------------|---------|--------------------|---------|-------------------------|
|                                  |                                    | Adds                    | Deletes | Adds        | Deletes | Adds               | Deletes |                         |
| Commerce                         | 445.35                             |                         |         |             |         |                    |         | 440.85                  |
| GPR                              | 97.95                              |                         |         |             |         |                    |         | 97.95                   |
| PRO/PRS                          | 229.85                             |                         |         |             |         |                    |         | 229.85                  |
| Federal                          | 27.35                              |                         | -4.50   |             |         |                    |         | 22.85                   |
| SEG                              | 90.20                              |                         |         |             |         |                    |         | 90.20                   |
| Corrections                      | 7,695.89                           |                         |         |             |         |                    |         | 7,697.89                |
| GPR                              | 6,278.47                           |                         |         |             |         |                    |         | 6,278.47                |
| PRO/PRS                          | 1,417.42                           |                         |         |             |         | 2.00               |         | 1,419.42                |
| Court of Appeals                 | 73.00                              |                         |         |             |         |                    |         | 73.00                   |
| GPR                              | 73.00                              |                         |         |             |         |                    |         | 73.00                   |
| District Attorneys               | 363.00                             |                         |         |             |         |                    |         | 363.00                  |
| GPR                              | 348.00                             |                         |         |             |         |                    |         | 348.00                  |
| PR                               | 15.00                              |                         |         |             |         |                    |         | 15.00                   |
| Educational Communications Board | 90.50                              |                         |         |             |         |                    |         | 90.50                   |
| GPR                              | 65.75                              |                         |         |             |         |                    |         | 65.75                   |
| PRO                              | 24.75                              |                         |         |             |         |                    |         | 24.75                   |
| Elections Board                  | 13.00                              |                         |         |             |         |                    |         | 13.00                   |
| GPR                              | 13.00                              |                         |         |             |         |                    |         | 13.00                   |
| Employee Trust Funds             | 172.85                             |                         |         |             |         |                    |         | 172.85                  |
| SEG                              | 172.85                             |                         |         |             |         |                    |         | 172.85                  |
| Employment Relations Commission  | 33.50                              |                         |         |             |         |                    |         | 33.50                   |
| GPR                              | 28.50                              |                         |         |             |         |                    |         | 28.50                   |
| PR                               | 5.00                               |                         |         |             |         |                    |         | 5.00                    |

REPORT ON POSITIONS AUTHORIZED - JULY 1 - SEPTEMBER 30, 1996

| Agency                          | Budgeted Positions<br>as of 7/1/96 | Approved Under s. 16.50 |         | UW Approved |         | JFC or Misc. Leg. * |         | Totals as of<br>9/30/96 |
|---------------------------------|------------------------------------|-------------------------|---------|-------------|---------|---------------------|---------|-------------------------|
|                                 |                                    | Adds                    | Deletes | Adds        | Deletes | Adds                | Deletes |                         |
| Employment Relations Department |                                    |                         |         |             |         |                     |         |                         |
| GPR                             | 90.75                              |                         |         |             |         |                     |         | 90.75                   |
| PRO/PRS                         | 82.05                              |                         |         |             |         |                     |         | 82.05                   |
|                                 | 8.70                               |                         |         |             |         |                     |         | 8.70                    |
| Ethics Board                    |                                    |                         |         |             |         |                     |         |                         |
| GPR                             | 6.50                               |                         |         |             |         |                     |         | 6.50                    |
| PRO/PRS                         | 1.75                               |                         |         |             |         |                     |         | 1.75                    |
|                                 | 4.75                               |                         |         |             |         |                     |         | 4.75                    |
| Financial Institutions          |                                    |                         |         |             |         |                     |         |                         |
| PR                              | 168.50                             |                         |         |             |         |                     |         | 168.50                  |
|                                 | 168.50                             |                         |         |             |         |                     |         | 168.50                  |
| Gaming Commission               |                                    |                         |         |             |         |                     |         |                         |
| PRO/PRS                         | 53.45                              |                         |         |             |         |                     |         | 53.45                   |
| SEG                             | 52.45                              |                         |         |             |         |                     |         | 52.45                   |
|                                 | 1.00                               |                         |         |             |         |                     |         | 1.00                    |
| Governor's Office               |                                    |                         |         |             |         |                     |         |                         |
| GPR                             | 46.05                              |                         |         |             |         |                     |         | 46.05                   |
|                                 | 46.05                              |                         |         |             |         |                     |         | 46.05                   |
| Health and Family Services      |                                    |                         |         |             |         |                     |         |                         |
| GPR                             | 6,226.14                           |                         |         |             |         |                     |         | 6,245.54                |
| PRO/PRS                         | 1,558.11                           |                         |         |             |         |                     |         | 1,558.11                |
| Federal                         | 3,761.18                           |                         |         |             |         | 18.40               |         | 3,779.58                |
| SEG                             | 899.10                             | 3.50                    | -2.50   |             |         |                     |         | 900.10                  |
|                                 | 7.75                               |                         |         |             |         |                     |         | 7.75                    |
| Higher Educational Aids Board   |                                    |                         |         |             |         |                     |         |                         |
| GPR                             | 11.00                              |                         |         |             |         |                     |         | 11.00                   |
| SEG                             | 9.50                               |                         |         |             |         |                     |         | 9.50                    |
|                                 | 1.50                               |                         |         |             |         |                     |         | 1.50                    |

REPORT ON POSITIONS AUTHORIZED - JULY 1 - SEPTEMBER 30, 1996

| Agency                             | Budgeted Positions<br>as of 7/1/96 | Approved Under s. 16.50 |         | UW Approved |         | JFC or Misc. Leg.* |         | Totals as of<br>9/30/96 |
|------------------------------------|------------------------------------|-------------------------|---------|-------------|---------|--------------------|---------|-------------------------|
|                                    |                                    | Adds                    | Deletes | Adds        | Deletes | Adds               | Deletes |                         |
| Historical Society                 | 177.00                             |                         |         |             |         |                    |         | 176.50                  |
| GPR                                | 145.35                             |                         |         |             |         |                    |         | 145.35                  |
| PRO/PRS                            | 22.55                              |                         |         |             |         |                    |         | 22.55                   |
| Federal                            | 5.85                               | 0.50                    | -1.00   |             |         |                    |         | 5.35                    |
| SEG                                | 3.25                               |                         |         |             |         |                    |         | 3.25                    |
| Insurance                          | 141.50                             |                         |         |             |         |                    |         | 141.50                  |
| PRO                                | 127.25                             |                         |         |             |         |                    |         | 127.25                  |
| SEG                                | 14.25                              |                         |         |             |         |                    |         | 14.25                   |
| Investment Board                   | 96.50                              |                         |         |             |         |                    |         | 96.50                   |
| PRO                                | 96.50                              |                         |         |             |         |                    |         | 96.50                   |
| Judicial Commission                | 2.00                               |                         |         |             |         |                    |         | 2.00                    |
| GPR                                | 2.00                               |                         |         |             |         |                    |         | 2.00                    |
| Justice                            | 539.30                             |                         |         |             |         |                    |         | 541.80                  |
| GPR                                | 410.55                             |                         |         |             |         |                    |         | 410.55                  |
| PRO/PRS                            | 104.25                             |                         |         |             |         |                    |         | 104.25                  |
| Federal                            | 18.75                              | 2.50                    |         |             |         |                    |         | 21.25                   |
| SEG                                | 5.75                               |                         |         |             |         |                    |         | 5.75                    |
| Legislature                        | 823.97                             |                         |         |             |         |                    |         | 823.97                  |
| Legislators - GPR                  | 132.00                             |                         |         |             |         |                    |         | 132.00                  |
| Assembly Staff - GPR               | 253.50                             |                         |         |             |         |                    |         | 253.50                  |
| Senate Staff - GPR                 | 194.50                             |                         |         |             |         |                    |         | 194.50                  |
| Office of Data Processing - GPR    | 16.00                              |                         |         |             |         |                    |         | 16.00                   |
| Retirement Committee - GPR         | 3.00                               |                         |         |             |         |                    |         | 3.00                    |
| Revisor of Statutes - GPR          | 10.00                              |                         |         |             |         |                    |         | 10.00                   |
| Legislative Reference Bureau - GPR | 56.00                              |                         |         |             |         |                    |         | 56.00                   |

| Agency                               | Budgeted Positions<br>as of 7/1/96 | Approved Under s. 16.50 |         | UW Approved |         | JFC or Misc. Leg.* |         | Totals as of<br>9/30/96 |
|--------------------------------------|------------------------------------|-------------------------|---------|-------------|---------|--------------------|---------|-------------------------|
|                                      |                                    | Adds                    | Deletes | Adds        | Deletes | Adds               | Deletes |                         |
| Legislative Audit Bureau             |                                    |                         |         |             |         |                    |         |                         |
| GPR                                  | 67.00                              |                         |         |             |         |                    |         | 67.00                   |
| PRS                                  | 21.80                              |                         |         |             |         |                    |         | 21.80                   |
| Legislative Fiscal Bureau - GPR      | 35.00                              |                         |         |             |         |                    |         | 35.00                   |
| Legislative Council - GPR            | 35.17                              |                         |         |             |         |                    |         | 35.17                   |
| Lieutenant Governor's Office         |                                    |                         |         |             |         |                    |         |                         |
| GPR                                  | 8.00                               |                         |         |             |         |                    |         | 8.00                    |
|                                      | 8.00                               |                         |         |             |         |                    |         | 8.00                    |
| Lower Wisconsin State Riverway Board |                                    |                         |         |             |         |                    |         |                         |
| SEG                                  | 2.00                               |                         |         |             |         |                    |         | 2.00                    |
|                                      | 2.00                               |                         |         |             |         |                    |         | 2.00                    |
| Military Affairs                     |                                    |                         |         |             |         |                    |         |                         |
| GPR                                  | 334.51                             |                         |         |             |         |                    |         | 334.51                  |
| PRO/PRS                              | 105.83                             |                         |         |             |         |                    |         | 105.83                  |
| Federal                              | 25.50                              |                         |         |             |         |                    |         | 25.50                   |
| SEG                                  | 201.68                             |                         |         |             |         |                    |         | 201.68                  |
|                                      | 1.50                               |                         |         |             |         |                    |         | 1.50                    |
| Natural Resources                    |                                    |                         |         |             |         |                    |         |                         |
| GPR                                  | 2,905.72                           |                         |         |             |         |                    |         | 2,902.72                |
| PRO/PRS                              | 521.28                             |                         |         |             |         |                    |         | 521.28                  |
| Federal                              | 235.14                             |                         |         |             |         |                    |         | 235.14                  |
| SEG                                  | 481.55                             |                         |         |             |         |                    |         | 478.55                  |
|                                      | 1,667.75                           |                         |         |             |         |                    |         | 1,667.75                |
| Personnel Commission                 |                                    |                         |         |             |         |                    |         |                         |
| GPR                                  | 10.00                              |                         |         |             |         |                    |         | 10.00                   |
|                                      | 10.00                              |                         |         |             |         |                    |         | 10.00                   |
| Public Defender                      |                                    |                         |         |             |         |                    |         |                         |
| GPR                                  | 533.10                             |                         |         |             |         |                    |         | 533.10                  |
| PRO/PRS                              | 529.10                             |                         |         |             |         |                    |         | 529.10                  |
|                                      | 4.00                               |                         |         |             |         |                    |         | 4.00                    |



REPORT ON POSITIONS AUTHORIZED - JULY 1 - SEPTEMBER 30, 1996

| Agency                    | Budgeted Positions<br>as of 7/1/96 | Approved Under s. 16.50 |         | UW Approved |         | JFC or Misc. Leg. * |         | Totals as of<br>9/30/96 |
|---------------------------|------------------------------------|-------------------------|---------|-------------|---------|---------------------|---------|-------------------------|
|                           |                                    | Adds                    | Deletes | Adds        | Deletes | Adds                | Deletes |                         |
| Public Instruction        | 617.05                             |                         |         |             |         |                     |         | 617.05                  |
| GPR                       | 328.06                             |                         |         |             |         |                     |         | 328.06                  |
| PRO/PRS                   | 84.02                              |                         |         |             |         |                     |         | 84.02                   |
| Federal                   | 204.97                             |                         |         |             |         |                     |         | 204.97                  |
| SEG                       | 0.00                               |                         |         |             |         |                     |         | 0.00                    |
| Public Service Commission | 190.00                             |                         |         |             |         |                     |         | 190.25                  |
| PRO/PRS                   | 189.00                             |                         |         |             |         | 0.25                |         | 189.25                  |
| Federal                   | 1.00                               |                         |         |             |         |                     |         | 1.00                    |
| Regulation and Licensing  | 125.50                             |                         |         |             |         |                     |         | 125.50                  |
| PRO                       | 125.50                             |                         |         |             |         |                     |         | 125.50                  |
| Revenue                   | 1,304.05                           |                         |         |             |         |                     |         | 1,309.55                |
| GPR                       | 913.75                             |                         |         |             |         |                     |         | 913.75                  |
| PRO/PRS                   | 235.80                             |                         |         |             |         | 5.50                |         | 241.30                  |
| Federal                   | 0.00                               | 1.00                    |         |             |         |                     |         | 0.00                    |
| SEG                       | 154.50                             |                         | -1.00   |             |         |                     |         | 154.50                  |
| Secretary of State        | 6.50                               |                         |         |             |         |                     |         | 6.50                    |
| PRO                       | 6.50                               |                         |         |             |         |                     |         | 6.50                    |
| State Fair Park Board     | 45.70                              |                         |         |             |         |                     |         | 45.70                   |
| PRO                       | 45.70                              |                         |         |             |         |                     |         | 45.70                   |
| State Treasurer           | 23.50                              |                         |         |             |         |                     |         | 23.50                   |
| PRO/PRS                   | 23.50                              |                         |         |             |         |                     |         | 23.50                   |
| Supreme Court             | 181.75                             |                         |         |             |         |                     |         | 181.75                  |
| GPR                       | 108.50                             |                         |         |             |         |                     |         | 108.50                  |
| PRO/PRS                   | 68.25                              |                         |         |             |         |                     |         | 68.25                   |
| SEG                       | 5.00                               |                         |         |             |         |                     |         | 5.00                    |

# REPORT ON POSITIONS AUTHORIZED - JULY 1 - SEPTEMBER 30, 1996

| Agency                        | Budgeted Positions<br>as of 7/1/96 | Approved Under s. 16.50 |         | UW Approved |         | JFC or Misc. Leg.* |         | Totals as of<br>9/30/96 |
|-------------------------------|------------------------------------|-------------------------|---------|-------------|---------|--------------------|---------|-------------------------|
|                               |                                    | Adds                    | Deletes | Adds        | Deletes | Adds               | Deletes |                         |
| Transportation                | 3,936.27                           |                         |         |             |         |                    |         | 3,935.27                |
| PRO/PRS                       | 3.00                               |                         |         |             |         |                    |         | 3.00                    |
| Federal                       | 959.17                             |                         | -1.00   |             |         |                    |         | 958.17                  |
| SEG                           | 2,974.10                           |                         |         |             |         |                    |         | 2,974.10                |
| Tourism                       | 66.00                              |                         |         |             |         |                    |         | 66.00                   |
| GPR                           | 58.00                              |                         |         |             |         |                    |         | 58.00                   |
| PR                            | 5.00                               |                         |         |             |         |                    |         | 5.00                    |
| SEG                           | 3.00                               |                         |         |             |         |                    |         | 3.00                    |
| University of Wisconsin       | 28,152.60                          |                         |         |             |         |                    |         | 28,100.26               |
| GPR                           | 18,299.32                          |                         |         |             |         |                    |         | 18,299.32               |
| PRO/PRS                       | 5,812.44                           |                         |         | 12.43       | -39.43  | 33.38              |         | 5,818.82                |
| Federal                       | 3,951.65                           |                         |         | 20.26       | -78.98  |                    |         | 3,892.93                |
| SEG                           | 89.19                              |                         |         |             |         |                    |         | 89.19                   |
| U.W. Hospitals & Clinic Board | 1,556.71                           |                         |         |             |         |                    |         | 1,556.71                |
| PR                            | 1,556.71                           |                         |         |             |         |                    |         | 1,556.71                |
| Veterans Affairs              | 799.30                             |                         |         |             |         |                    |         | 798.15                  |
| GPR - changes on 1/1/97       | 5.65                               |                         |         |             |         |                    |         | 5.65                    |
| PRO/PRS                       | 673.33                             |                         |         |             |         | 4.50               |         | 677.83                  |
| SEG                           | 116.32                             |                         |         |             |         |                    |         | 116.32                  |
| FED                           | 4.00                               |                         |         |             |         |                    |         | 4.00                    |
| Wisconsin Technical College   |                                    |                         |         |             |         |                    |         |                         |
| System                        | 93.50                              |                         |         |             |         |                    |         | 93.50                   |
| GPR                           | 38.85                              |                         |         |             |         |                    |         | 38.85                   |
| PRO/PRS                       | 16.50                              |                         |         |             |         |                    |         | 16.50                   |
| Federal                       | 35.15                              |                         |         |             |         |                    |         | 35.15                   |
| SEG                           | 3.00                               |                         |         |             |         |                    |         | 3.00                    |

REPORT ON POSITIONS AUTHORIZED - JULY 1 - SEPTEMBER 30, 1996

| Agency                | Budgeted Positions<br>as of 7/1/96 | Approved Under s. 16.50 |         | UW Approved |         | JFC or Misc. Leg.* |         | Totals as of<br>9/30/96 |
|-----------------------|------------------------------------|-------------------------|---------|-------------|---------|--------------------|---------|-------------------------|
|                       |                                    | Adds                    | Deletes | Adds        | Deletes | Adds               | Deletes |                         |
| Workforce Development | 2,551.99                           |                         |         |             |         |                    |         | 2,553.99                |
| GPR                   | 314.32                             |                         |         |             |         |                    |         | 314.32                  |
| PRO/PRS               | 733.13                             |                         |         |             |         |                    |         | 733.13                  |
| Federal               | 1,497.04                           | 2.00                    |         |             |         |                    |         | 1,499.04                |
| SEG                   | 7.50                               |                         |         |             |         |                    |         | 7.50                    |
| TOTALS                | 62,977.55                          | 10.50                   | -17.00  | 32.69       | -118.41 | 65.03              | 0.00    | 62,950.36               |
| GPR                   | 32,232.94                          | 0.00                    | 0.00    | 0.00        | 0.00    | 0.00               | 0.00    | 32,232.94               |
| PRO/PRS               | 16,914.08                          | 0.00                    | 0.00    | 12.43       | -39.43  | 65.03              | 0.00    | 16,952.11               |
| Federal               | 8,432.22                           | 10.50                   | -17.00  | 20.26       | -78.98  | 0.00               | 0.00    | 8,367.00                |
| SEG                   | 5,398.31                           | 0.00                    | 0.00    | 0.00        | 0.00    | 0.00               | 0.00    | 5,398.31                |

REPORT ON SURPLUS POSITIONS AUTHORIZED  
JULY 1 - SEPTEMBER 30, 1996

| <u>Agency</u>                             | <u>C</u><br>Unclassified<br>Service<br>Leaves | <u>D, E</u><br>Medical, Education<br>or Personal<br>Leaves | <u>A, B, I, X</u><br>Double-filled<br>Positions | <u>Reason for Double-fill</u>                          |
|-------------------------------------------|-----------------------------------------------|------------------------------------------------------------|-------------------------------------------------|--------------------------------------------------------|
| Administration<br>PR                      |                                               | +2.0; -3.6                                                 | +1.0; -1.0                                      | High turnover classification; Medical Leave of Absence |
| Agriculture, Trade & Consumer Prot<br>GPR |                                               | -1.0                                                       |                                                 |                                                        |
| Corrections<br>GPR<br>PR                  |                                               | -3.0                                                       | +4.0<br>+2.0                                    | Interchange; Leave of Absence                          |
| District Attorneys<br>GPR                 |                                               | +3.5                                                       | -1.5                                            | Leave of Absence                                       |
| Financial Institutions<br>PR              | +2.0                                          |                                                            |                                                 | Leave to Unclassified Service                          |
| Health and Family Services<br>GPR<br>PR   |                                               |                                                            | +2.0<br>+2.0                                    | Medical Leave of Absence                               |
| Insurance, Commissioner of<br>PR          |                                               | -1.0                                                       |                                                 |                                                        |
| Justice<br>GPR                            | +1.0                                          |                                                            |                                                 | Leave to Unclassified Service                          |
| Natural Resources<br>SEG                  |                                               |                                                            | +1.0                                            |                                                        |
| Public Defender<br>GPR                    |                                               | +1.0                                                       |                                                 | Leave of Absence                                       |
| Public Instruction<br>FED                 |                                               | + .75                                                      |                                                 | Medical Leave of Absence                               |
| Revenue<br>GPR                            |                                               | +1.0; -.70                                                 |                                                 | Medical Leave of Absence                               |

# REPORT ON SURPLUS POSITIONS AUTHORIZED JULY 1 - SEPTEMBER 30, 1996

| <u>Agency</u>                      | <u>C</u><br>Unclassified<br>Service<br>Leaves | <u>D, E</u><br>Medical, Education<br>or Personal<br>Leaves | <u>A, B, I, X</u><br>Double-filled<br>Positions | <u>Reason for Double-fill</u>                   |
|------------------------------------|-----------------------------------------------|------------------------------------------------------------|-------------------------------------------------|-------------------------------------------------|
|                                    |                                               |                                                            |                                                 |                                                 |
| State Fair Park<br>PR              |                                               |                                                            | -1.0                                            |                                                 |
| Transportation<br>SEG              |                                               |                                                            | +4.0; -8.5                                      | Medical Leave of Absence; Retirement Training   |
| Veterans Affairs<br>PR             |                                               | +3.0                                                       |                                                 | Medical Leave of Absence                        |
| Workforce Development<br>PR<br>FED |                                               | +1.0                                                       | +1.0; -4.0                                      | Retirement Training<br>Medical Leave of Absence |

## Pool Code Types

- A = Understudy, 3 months or longer.
- B = Overlap replacement, less than 3 months for on-the-job training.
- C = Leave of absence replacement. Temporary hire during permanent employee's authorized leave to unclassified service.
- D = Leave-of-absence designation when permanent employee's authorized leave is less than 12 months.
- E = Leave-of-absence replacement. Temporary hire during permanent employee's authorized leave which is expected to last more than 12 months.
- I = Extended illness or worker's compensation (employee using accumulated sick leave or being paid through worker's compensation).
- X = DOA approved hire in anticipation of attrition (high turnover positions).